

**DRAFT**

MINUTES OF THE  
REGULAR MEETING OF THE  
GURNEE EMERGENCY TELEPHONE SYSTEMS BOARD  
January 20, 2009

Chairman Velkover called the meeting to order at 10:02 a.m.

Present: Velkover, Friedl, Henby, Schwarz, Kincaid, Marquardt, Hayner, and Mann

Absent: Burkhart

**Administration:**

Approval of Minutes:

Motion by Hayner to approve the Minutes as presented from the November 4, 2008 meeting.

Seconded by Henby.

All ayes-motion carried.

Treasurer's Report:

Velkover presented the Treasurer's Report, dated December 31, 2008. It showed a May 1<sup>st</sup> beginning fund balance of \$835,354 and an unaudited period end balance of \$961,080 for December 31, 2008 (a year-to-date increase). Velkover reminded everyone of an upcoming purchases—the logging recorder—as well as our commitment to PSSI for the inoperability server. Hayner inquired about the ballpark cost for the logging recorder. Velkover explained that the high-end estimate will be around \$90,000, which includes all training, maintenance, etc.; and he didn't anticipate exceeding that amount. Along with the Treasurer's Report, Velkover presented the Surcharge Revenue Summary dated November 30, 2008. Velkover didn't believe there were any surprises—indicating land line trends in a downward direction and wireless trends in an upward direction. VoIP continued to be solely from Vonage. Marquardt questioned Velkover about the big spike. Velkover replied it was attributed to the Village of Gurnee receiving money from the Wireless Carriers Fund. There were no further questions regarding the Treasurer's Report.

Motion by Friedl to accept the Treasurer's Report as submitted.

Seconded by Schwarz

All ayes-motion carried.

2009 Meeting Schedule:

Everyone received a copy of the 2009 Meeting Schedule, previously approved at the last meeting.

**Old Business:**

Communications Statistics:

Marquardt summarized the hard drive failure on Positron, with regard to wire-line and wireless call data not being backed up. We had to rebuild those statistics, which were not available for the November, 2008 meeting. As of today they are rebuilt; however, our hang-up data was not available.

A repair request was sent to Positron. He hoped they could retrieve our numbers; however, if worse comes to worse, he was going back to September, 2008 reports, and research the numbers from that point to present, recreating the lost data. Hayner inquired how critical the lost data was on hang-up calls and concerned about spending excess time retrieving and recreating said data—that we have enough history at this point. Marquardt stated it has to be fixed, and it would only take a minute to run the report. If it gets fixed, the data would be provided by the March meeting.

## Wireless 911

### Sprint/Nextel Update:

Velkover commented that Sprint/Nextel was our only carrier he knew of that we have Phase II issues with at this point. There was little information to report; but Marquardt was diligently trying to get an actual response from Sprint/Nextel on this matter. Marquardt stated that it's on the low end of his priority list; that he is working through some other issues (i.e. new data base in records, new recording system); and working on things that need to be done on a daily basis. Marquardt added that the main issue was rebidding to get Phase II.

### VoIP:

Velkover stated he didn't have anything new to report. Most of our Private Switch ALI issues aren't necessarily VoIP—they're getting the correct locations to report, etc. Marquardt agreed. Velkover also commented that we haven't had any contact from VoIP carriers looking to "add" at this point.

### Private Switch ALI:

Henby offered updates on the following locations:

#### **Six Flags:**

Henby indicated he talked with Steve Small, who was still working on the problem.

#### **Key Lime Cove Elevators:**

Henby stated we hadn't received a call on 911 from their elevators since September 3, 2008. It appeared they fixed this particular problem. However, there remained an issue of people (maintenance personnel perhaps) brushing up against the call button, that we're still receiving the seven digit number. Marquardt asked if Henby read the most recent Dispatch email sent to him. It indicated three separate January 911 calls were received. Henby stated he checked Key Lime Cove's log book prior to January, but he will go back and verify.

#### **Comfort Inn & Suites:**

Henby stated they were still working on their problem, and he would go back and check on them.

#### **Woodland Administration Building:**

Henby commented they are fixing the problem. Velkover asked if the issue only related to their Administration Building. Henby responded to Hayner's inquiry that it is the Administration Building off of Hunt Club Road.

#### **Jewel:**

Henby reported that Jewel continued to work on identifying the particular section of their store's interior whereby a 911 call is received. Marquardt stated 911 calls come in as the Jewel address only. Jewel is over the 40,000 threshold as far as size is concerned, and Marquardt thought they were VoIP. Henby stated it worked originally; however, Jewel went to a new system. He will go back and check them.

#### **Caremark:**

Henby discussed being sent to Caremark (located in the Tri-State Business Park) a couple of times. The issue: When a 911 call is received from Caremark, our confirmation backup call hears a Caremark voice recording stating the particular phone line is not in service. Caremark's information technician is trying to identify the location of the phone, which is registered in Northbrook yet calling our 911 center. Henby stated we keep getting hang-up calls from this line and nothing else; and reassures the Board he will continue to pursue this matter.

Marquardt inquired if Caremark had its own software for their phone system. Henby did not know; but stated that when you would call 911 from the front desk of Caremark's Lakeside Drive location, it worked fine. They do not know the location of the hang-up call phone line. Marquardt replied that AT&T has to help them—it's their information. Henby said the IT representative for Caremark's main headquarters in Northbrook will work on it until it's resolved. Henby is supposed to contact him directly if any other hang-up calls are received and not go out to the Caremark site because that's not where the problem is. Velkover stated that at least Henby had somebody working with him on this issue.

### **Route 45 Corridor:**

Henby reported that the Route 45 Corridor was discussed in their Bureau's staff meeting. The Bureau will be checking sites. Henby explained the problem and sited the new Snap Fitness location in Lindenhurst as the type of problem the corridor is experiencing. The 911 calls go to *Antioch* for *Lindenhurst* Police, but *Antioch* has to change all their information to indicate *Gurnee* Fire and Rescue. Velkover stated that it's not that calls are being routed improperly; it's that they don't have the right ESN's. That ESN should indicate *Lindenhurst* Police/*Gurnee* Fire. At Snap Fitness, however, Henby said we received a call whereby a man fell off the roof. The call went to *Antioch* and *Lake Villa* responded—turned out it was a cell phone. Henby also stated the Sand Lake Road/Route 45 Walgreen's was fixed as well as other businesses in that vicinity; but he will still continue to check this site.

Velkover asked if there were additions to the Private Switch ALI list. Marquardt responded that he sent an email regarding Walgreen's (located at the corner of Almond and Rte. 132). It indicated an address of 7499 Rte. 132. However, the address was changed to 7501 Rte. 132. Marquardt requested verification of the accurate legal address for Records. Hayner inquired as to who made the alleged change and why. Marquardt stated he was not sure who initiated the change; but Henby stated he would go to Walgreen's tomorrow and check on this issue.

Marquardt also stated that another possible site (i.e. Park City's East and West Palmieri Circle) was to be added to the list; however, as of today, changes were made and the problem fixed. Marquardt indicated that Dispatch would receive a rescue call for East Palmieri Circle; but the actual call was on West Palmieri Circle. Marquardt thanked Henby for his assistance in getting this site resolved.

Henby commented that he is surprised of the number of problems we're having. Velkover said that he believes every place has these problems; but we are more proactive in finding, addressing, and resolving these matters. Henby stated that the Bureau is very active in northern Illinois and the only entity tracking 911 calls in our communities. Velkover commented that it was worth it if it prevented a life-saving delay due to an address issue. The public's expectation is that this system be perfect—without any questions. Velkover asked Henby if his response tied in fairly well with the Bureau's inspection duties. Henby responded that the Bureau would send him information, and he would promptly investigate. Velkover thanked Henby for his diligence.

Velkover asked if there were any other issues with regard to Private Switch ALI. None were given.

### Connect-CTY:

Velkover presented a full year of statistics and a breakdown review. He stated the Village pays about \$22,000 annually; and looking at the calls we've made, this works out to about \$0.25 per call. The cost is split between 911 and the rest of the Village departments (911 pays 50% - the rest of the departments split up the remainder). We use the system to make calls to both the general public and our employees across multiple departments with positive feedback received. Mann replied to Schwarz' inquiry that the contract will end September 23, 2011. Henby said Connect-CTY was recently activated due to a gas leak on Rte. 45. We get a better turnout with things like electronics recycling, stated Velkover. Hayner commented that we always get one person that calls to tell us to take them off the list. Velkover offered that there are more people opting in than out; and because it's a per-year, fixed cost; departments and use it.

### Radio Systems:

#### Status of Police Station LMR FCC Licensing:

Velkover asked if Marquardt had anything new on licensing. Marquardt responded that as of our last meeting, we were waiting on two 800 frequencies. We did get the 800 - WNAR call sign. Marquardt stated it was not the traditional police voice. It was the tactical channel, and the traditional police voice is pending. Marquardt sent a letter to Westmont for a Letter of Concurrence that we switched locations and there should be no interference. With the assistance of DuCom's radio technician currently working with Westmont, we are awaiting Westmont's signature after their review this coming Thursday. Having no interference issues for five years, DuCom's radio tech didn't see any issues. Velkover explained the reason DuCom is involved—they are on that frequency as well and want to make sure that by moving ours, we don't cause them any interference problems. Marquardt concurred and stated that an 800 frequency should have a 70-mile spacing radius and not be shared with another system. DuCom is closer than 70 miles. However, because we haven't had the interference problems in the past, and we are within the same mile range, DuCom and the Village are okay with each other being in that radius. Marquardt also explained it appeared the mobiles had a further range than the portables, and that the WNAR call sign is the same one that was rebanded—making it even more worthwhile to complete.

### Narrowbanding Mandate/Committee:

Velkover summarized that we had a very informative initial meeting. Each department representative expressed their future plans for VHF radios. Attendees were John Kavanagh, Brad Lambert, Bill Burkhart, Jay Patrick, Lenny Gaghan, and Chris Velkover. The group discussed the current status of departments VHR radio use and came up with long and short term goals. A good discussion ensued on how we might use the different VHF frequencies that we currently have; what ones might get added over the next year or so; and (most importantly) identify the ability to reuse some equipment internally by moving equipment from one department to the other thereby reducing how much new equipment we're buying. Through the Fire Grant Program we will replace radios. Some of that radio equipment may be applicable to Public Works rather than Public Works buying new replacements. However, our next meeting is in conjunction with the APCO presentation on rebanding. After that, we will meet again and revisit our long and short term goals.

Right now we're reviewing what we have and how much equipment would need to be changed for rebanding, reprogramming, or replacement. Hayner asked and both Velkover and Marquardt responded that the goal for narrowbanding is January 1, 2013. Marquardt replied to Schwarz that the date was pretty firm. Velkover also explained the driving force—to make commitments on what they want to do as far as doling out new frequencies. Marquardt stated the key issue is that we purchase *narrowbanded* radios. Hopefully, APCO will provide a list of equipment that does exactly what we were talking about. Velkover responded that it was one of the things we identified as a short term goal—building a current inventory.

### Fire Station #2 Antenna Tower:

Velkover reviewed key issues. We had an additional carrier (T-Mobile) go on the tower, they added height, and we secured rights to mount our equipment at the top. As part of the agreement, T-Mobile was not contractually obligated to move any of our equipment.

Cricket Communications now wants to locate on the tower. As part of the negotiation process, we want them to relocate our equipment. We want our fire band moved to the top, eliminating antenna height interference issues with some area cell carrier towers. One of the biggest accomplishments we're aiming for is to have the antenna moved, the mounts provided, and look at how our equipment is set up on that tower. Historically, if you looked back on the initial design for Fire Station 2, an antenna tower was to be constructed immediately adjacent to the building. During the course of construction, however, the antenna tower was moved to the opposite side of the rear approach of the apparatus bay, and those cables were taken underground back into the basement which made all antenna runs longer. When you make antenna runs longer, you make the cables bigger. When the cables are made bigger, they basically fill the capacity usage out to that tower and significantly change the cost of adding anything to that tower in the future. You would have to use very large antenna cables over very long runs—about 250-270 feet for those runs as they exist right now.

Velkover reviewed what we could do as part of this relocation. The consensus was to bring those antenna runs down the tower and immediately into the apparatus bay adjacent to the tower area. Basically, the 270 foot runs would become 100-150 foot runs with new wire mountings on the tower. We talked to Cricket on what they would be willing to do. They were comfortable with doing work on the tower and on the antenna runs; however, they don't want to do any work inside our building. In any case, whatever work they perform, they are looking to acquire differed ground-lease payments to offset their costs. The question is: "Why do we want to consider doing this?" Velkover explained that right now, if we don't change anything on how our equipment is set up on the tower, he doesn't see how we can realistically put anything else up there. With that in mind, we are working with the Fire Department on what equipment is currently on the tower, what would need to be relocated from the basement to the apparatus bay (that includes the Fire frequency, Police 800 receive site, local band, Mayvis, etc.), and that there be benefit to both Police and Fire on how this all works.

We had BearCom take a look at relocating the equipment. They came up with a relocation proposal; however, as part of that proposal, they identified all the current bay station radio equipment as being vehicle mobiles being used as base stations. We have actual base station equipment at the Police Station, some of them being Motorola MTR 2000s. BuCom originally worked on Fire Station 2. At that time, I believe Fire Station 1 was the backup site and Fire Station 2 was the tertiary site.

BearCom's reaction: They would be surprised that the setup at Fire Station 2 works at all. Simply put: It's as if you parked a car there and hooked it up to the tower. It would work for occasional use only. BearCom's biggest concerns: If we dispatched from there, we could overheat our radios and have other types of problems. It's not what anybody would design for that use. Another question is: Do we change out some of those base stations at the same time if they are going to relocate all that equipment? They indicated the relocation of the equipment and replacement of the bay stations in their proposal. In addition to the work from BearCom, electricity needs to be provided to the cabinet and communications.

We wanted to get a handle on the total overall cost before any agreement with Cricket was finalized. So, with that in mind, we have a proposal submitted by BearCom for the radio upgrade and relocation of Village equipment in the amount of \$39,494.54. Computer Power Systems also submitted a proposal with two options—the less expensive Option #1 being \$11,533. In both proposals, we would look for additional quotes, prior to the finalization of the lease agreement with Cricket, Velkover asked what the 911 Board felt about these proposals, and how receptive they were to moving forward. One of the issues the Narrowbanding Committee discussed was having similar equipment at Public Works and Police and Fire Stations 1 and 2. However, Velkover stated it makes no sense investing large amounts of dollars in four sites—the Village can't afford it. The committee then discussed designating and emphasizing Fire Station 2 as our backup site. Velkover and Hayner offered these positive support points: 1) Fire Station 2 has a better geographical location than Fire Station 1 and Public Works. 2) It doesn't have Public Works' and Station 1's past flood history. 3) From an electrical supply and telecom point of view, Fire Station 1 and Public Works are both fed similarly—Fire Station 2 is not.

Hayner asked if we had an agreement with Waukegan to act as our backup site. Both Kincaid and Marquardt explained that Waukegan is our 911 phone backup only. Kincaid stated you would still need a backup site to dispatch from and Velkover agreed. He stated it would be difficult investing and installing radio equipment, etc. at Waukegan.

Schwarz asked if the Lake County Sheriff's Communication Department had our capabilities. Marquardt acknowledged they do, but we would go with the communications trailer out of Wauconda—ILEEUS. Velkover explained that in a tornado scenario, you would have resources coming in from all over the place. In the case of a lightning strike, which could knock out our equipment for example for perhaps a twelve-hour period, our dispatchers could get out of the 911 center and some would go to our backup site—Fire Station 2.

Another big question: Do we want to make Fire Station 2 a workable backup site whereby we can make additions and changes, treat it like it's our backup dispatch location and invest less in other locations? As far as the Narrowbanding Committee is concerned, they are comfortable moving away from the four sites and narrowing them down to two. Hayner asked about the cost and what is involved to make Fire Station 2 our backup site? Velkover replied that to make it a complete backup center, you would need to have 911 calls and regular telephone calls brought out to that site. We don't have that capability right now; however, Velkover said it might be a viable option as 911 equipment is replaced in the future. One of the big selling points of Next Generation 911: We are not as tied to one physical location. Velkover recommended factoring Fire Station 2 in for the new equipment. Velkover also suggested having the CAD licenses that were acquired in Watch Office 1 be designated for Fire Station 2 as well and made part of our plans.

Further discussion ensued regarding Marquardt's suggestion that a laptop be included in the budget and its usefulness on-scene and at Fire Station 2. Henby asked about our current 911 setup for future laptop usage. Velkover acknowledged it is strictly CAD—it wouldn't do anything for 911 at this point; although it certainly would be something to think about down the road.

Velkover stated that getting back to cell carrier usage, the antenna tower located at Fire Station 2 would be full after Cricket installs their equipment. Hayner responded to Marquardt's inquiry that we have long-term five-year increment contracts with cell carriers, and the money we receive from carriers located on Fire Station 2's tower goes into the General Fund—the money from carriers on our water tower goes into the Utility Fund. Velkover stated if we relocated our own equipment, etc., it would likely be a \$90,000 effort on our part. Cricket's work will run around \$45,000-\$50,000 offset by the lease amount—a significant savings for the Village.

Velkover also reported that CAD involvement, laptops, and being able to transmit on the 800 frequency are good avenues to explore if we determine that Fire Station 2 will be our backup site. Kincaid and Marquardt both agreed and to make it a mock communication site as well. Velkover stated it makes more sense and saves us money if we look at this when we replace the 911 equipment. Also, the laptop would not be a large expense for next year's budget because we already have the license (which was the greater expense). Marquardt stated it's a step in the right direction. Velkover stated he didn't know how fast Cricket would move after getting the lease agreement. Let's make it conditional whereby we authorize a not-to-exceed expenditure; then we can take more definitive action on the relocation of our equipment, etc. at our next meeting.

A Motion, contingent on Cricket moving forward prior to the March 17 meeting, that we are authorized to expend an amount not-to-exceed \$52,000 was made by Schwarz.

Seconded by Mann

All ayes-motion carried.

#### CAD System:

##### Status of Interface between Lake County Passage and Gurnee CAD System:

Velkover talked to both Delcan and PSSI and all are green lighted. He stated everyone should have their purchase orders in place or to work on them now. Both sides seemed interested in moving forward—especially Delcan.

##### Status of CAD Server upgrade/replacement

Velkover reminded everyone that we acquired the Interoperability Server from Lake County Passage, we will delay the CAD server purchase until next year's budget, and we continue to function well on what we currently have.

#### Logging Recorder:

##### Update on Selection Committee Progress:

Velkover asked Marquardt to provide an update to everyone. Marquardt indicated they researched all recording vendors who attended the State and international APCO shows and sent out RFI's of which nine responded; but two were not Next Generation 911 qualified. We invited the remaining seven in for demonstrations, narrowed the field to three vendors that met our needs, and came up with a list of pros and cons. Those three companies are: DSS Corporation out of Michigan, Higher Ground out of Texas, and NICE Systems of Indianapolis, Indiana (having a local provider called WordSystems). On the 13<sup>th</sup>, the three vendors were called back. Each gave demos in the morning, and each met with the committee and other interested Village staff members in the afternoon for about an hour and ten minutes responding to our questions and/or concerns. We based our evaluations on a point system—the basis being the quality of the demo and responding to our questions and concerns. Results were: DSS=33 points, NICE=50+ points, Higher Ground=70+. A question was given to the committee: If you had to make your decision today, which vendor would you choose? DSS received a zero response, two chose NICE; and seven chose Higher Ground. The next steps will be: to work on our RFP paying close attention to specifications, hardware, etc.; to request a customer list from the vendors; and to make background calls to public safety customers, management, and users. We're aiming for May 1<sup>st</sup> for our RFP mailing. Because of the time we've spent in interviewing, meeting, and evaluating the companies, we would like to send the RFP to the top three qualified vendors only.

Velkover thanked Marquardt and the committee for all the work on this matter. However, with regard to the RFP, he suggested that our requirements and specifications be detailed and the language explicit to our needs. Hayner agreed with Velkover that even though Marquardt and the committee have done exceptional work thus far, on a legal standpoint we have to send the RFP to anyone who requests it. In seeing and hearing what the three top companies have to offer us, the committee can certainly *design* the RFP around those key points of interest. As far as prequalifications of vendors, that should have been done from the onset, thus avoiding delay in accepting a qualified proposal prior to the deadline date. Hayner suggested the Police Department work with Velkover in the preparation of the RFP, and IS look over the final document. When we do receive proposals back from vendors, Bryan Winters can assist in excluding those companies that don't meet our criteria and make sure we are on solid ground with the whole process. Schwarz inquired if the three top vendors were priced around the same amount. Velkover responded that WordSystems and NICE were significantly more. If our top choice happens to be cheaper than the other one, I don't think that's any problem.

#### Annual Filings/Joint Jurisdiction Agreements:

##### Annual ICC Filing:

Velkover stated Marquardt put together our Annual Filing for this year. We reviewed it this morning, and it will be going out shortly. Copies of same will be provided at the next meeting.

##### Joint Jurisdictional Agreements:

Velkover stated the agreements are put together and will be going out this week. Copies are provided in the packet of agreements. It's just a procedural matter—the concept being that we transfer calls back and forth between agencies, and we agree to take calls from each other, etc.

#### FY 2009-2010 Budget:

##### Budget Committee Proposal:

The ETSB Budget Committee members were Kincaid, Burkhart, and Velkover. They received input from Marquardt on things to consider. Velkover offered budget sheets for review.

**REVENUE:**

*Wire-line 911 Surcharge, Wireless 911 Surcharge, and Voice Over IP* are the three surcharge components.

*Wire-line* is projected to decrease. We budgeted \$185,000 this year. We think we'll come in at \$173,000, so we put in \$144,000 for next year with the idea that people are moving away from their landline phones. Velkover replied to Hayner the significant change was already trending down. People are looking to save money and questioning the financial burden to carry both their home phone(s) and cell phone(s).

*Wireless* was budgeted at \$175,000; but we think it will be up to \$219,900 by year's end. There was a one-time disbursement from the State. They transferred money out of the Carrier Disbursement Fund and sent it out to the PSAP's. We factored in just a bit of growth, \$180,000. There is growth on the cellular side, there is also a poor economic down trend.

***Voice Over IP***

Velkover stated it was steady. We have one carrier, and the numbers don't change much month-to-month..

**INTEREST:**

Velkover commented that \$60,000 in interest was budgeted this fiscal year; but interest rates didn't cooperate. We're at around \$14,300. Our fund balance shouldn't be drastically different, so we used what our recent interest amounts were to project it to be around \$13,000 for next year. Overall, next year's Revenue projection is \$344,500 versus an actual projection for this year of \$416,000. Most of that related to the one-time State disbursement, which offset our interest.

**EXPENDITURES:**

*Salaries & Wages, and Employee Benefits* related to two things:

1) Kris Ugolini taking minutes for four yearly meetings, and 2) A share of the GIS intern as it relates to 911 activities. We consistently come in under budget and amounts are in line.

***Personnel Expense:***

**Training & Schools:** Related to EMD Certifications.

**Meeting & Convention:** We took the dollar amount from \$6500 last year and \$4500 for the year going forward. It covered most everything that Marquardt requested.

**Dues & Subscriptions:** Mostly related to NENA membership dues.

**Info System Training:** The large amount in the current year related to logging recorder training.

***Professional Services:*****General Legal Service:**

Dollars are included for legal service; largely unused in the past.

***Contractual:***

**Public Relations:** Related mostly to our involvement with Gurnee Days.

**Printing and Publishing:** Would be used for publishing related to RFPs. We will have a legal notice to post.

**Service Charge:** Related to the 911 share of Connect CTY.

**Wire-line and Wireless Connection Fees:**

Years ago we did five-year prepayments, but we didn't see any cost benefit to us—we now pay as we go basis.

**Network Services:**

Related to how we bring all mobiles through the State run ICN (Illinois Century Network) connection. Its year end projection is \$4,181. We use it to bring in the mobiles, and we're also looking to use it for LC Passage to pass information back and forth.

***Commodities:***

This involved DVDs for the logging recorder, projector bulbs in Dispatch, and EMD cards.

*Utilities:*

The big item is what we pay Verizon for EVDO service for the mobiles. We factored in adding one or two; but nothing significant over this year. With Verizon, we get the State of Illinois contract rate, which compared favorably with other carriers. Their big competitors are AT&T and Sprint/Nextel. Velkover further explained we now have coverage all the way to the hospital etc., that we never had with the 800MHz data radio service. Schwartz questioned if the Patton Generator came out of 911 Service? Velkover responded that the Patton Generator did not; but service for the UPS does. Administration handled the UPS equipment; Police handled the generator. Administration handled the HVAC for the rest of the building but the ETSB covers the 911 center. We offset the cost of 911's UPS portion with the generator cost

*Repairs and Maintenance:*

**Software Maintenance:**

We have CAD, the mobiles, and the inoperability server, which is part of the difference in that line item.

**Telecom Maintenance:**

We factored in dollars for the logging record. If we do prepay, we may not have to expend that money in the next budget year. However, until we have the RFP's back, we won't know if prepayment is an option including what the estimate is for maintenance.

**Equipment Maintenance:**

This included both the UPS and XYBIX furniture maintenance contract.

**Building Maintenance:**

This item included HVAC for 911 and associated centers.

*Capital:*

Velkover asked about the logging recorder RFP. Marquardt stated by mid-April, at the latest, we should have a vendor name and submit our Purchase Order. We're then talking about 30-45 days for the awarded vendor to complete their work. Then, we have until the end of July to get them paid. Kincaid commented that our Finance Director had strict deadline requirements for Purchase Orders to be entered and department-approved. Hayner asked Marquardt to check on the purchase order's submittal deadline and was not sure they could get everything done before May 1<sup>st</sup>. Kincaid concurred.

Velkover requested that the RFP get out the door in February, and he offered to help move the process along. Velkover commented it would be ideal if we could have the RFP results at our March 17. We'll aim for our next meeting and the proposal award for the April 6 Village Board meeting. Velkover stated that we may have to split it between two budget years and adjust the budgeted amount.

**Furniture:**

Dollars remained in Communication's budget for chairs. As a group, we talked about splitting that between the 911 and Communication budgets. Kincaid stated we took the amount down to \$2400, will make purchases as needed, and that warranties on the existing chairs have expired.

**Computer Software:**

Dollars were plugged in for both the Stratus Server replacement and the replacement of the hardware relating to our CAD modifications.

**Stratus Server:**

Velkover commented the whole concept of virtualization is well established at this point. From a disaster recovery point of view, it's *state of the art*. Virtualization also enables us to "snap shot." For example: Say PSSI is going to do some upgrades, etc.. We take "snap shots" of our system. If PSSI completes their upgrade and it doesn't work, we roll it back on how our system was before they did their installation. So this would be a refresh of not just the Stratus, which we were going to do last year, but all the server components that go along with it. It's a significant dollar amount overall-\$80,000 in hardware of which Stratus represents only about half.

**Telecom Maintenance:**

With regards to coding bills for headsets and other items, Velkover responded to Kincaid that we should use Telecom Maintenance for costlier items and Communication Supplies for smaller amounts.



**Computer Software:**

We budgeted \$20,000 for CAD System Software and Enhancements. Velkover stated this year we won't expend those dollars, but they included just the same. He also factored in the Inoperability Server. Some percentage of that would be finalized next year.

**Communications Equipment:**

That \$55,000 represents what we've talked about earlier with Fire Station 2.

**Mobile Data:**

Funds are included for replacement vehicle mounts. Kincaid will check if this was budgeted in two places.

*Fixed Asset Section:*

Velkover stated we no longer use these line items.

Although not included in the budget, Velkover opened a discussion on replacing and enhancing our Positron Answering Equipment. Marquardt put together some numbers on a straight Voice Over IP and changing out existing equipment. Do we want to consider this for 2010-11 fiscal year or some point after that? There were questions on the status of the Next Generation 911 network and what will happen with Nortel equipment already at the Police Station.

Another factor: Do we want to begin dialogue with other area PSAP's on their plans and come to an agreement to standardize equipment? The exchange of information from PSAP to PSAP can be increased using Next Generation equipment and the number of vendors playing in this space has significantly consolidated. It's a significant expenditure and up and coming. Do we begin changes to our existing set up and is our path clear enough at this point?

Marquardt asked if we could purchase the software upgrades one year and equipment the next and also expressed concern with purchasing a certain version of Viper and charged additional money for future upgrades.

Velkover questioned what AT&T will do on the network side, and what specific equipment vendors and everybody else in the County will do? Marquardt stated how important it is on our end to stay fully involved and the process is getting close. The County and Waukegan are big factors in this issue. For older equipment as transfers were cut and dry. Next Generation, however, new opportunities exist. Networking everybody within a radius is more important with cellular calls.

As far as workstation furniture upgrades were concerned, however, Velkover wasn't convinced of a cost benefit and needed more information to support the request. Kincaid stated the total cost including installations would be \$15,000. Marquardt stated the expense should be considered, that our people *live* at their stations.. Velkover replied we will explore this expense for next year after information on the benefits is available.

Velkover asked the Board to consider amending the logging recorder amount—splitting the costs between this and next year's budgets. No further discussion ensued, and he thanked everyone for their hard work.

A motion to accept the Budget Proposal as amended was presented by Henby.

Seconded by Mann.

All ayes. Motion carried.

Expenditures/Invoices/Bills:

Chairman Velkover invited the Board to review the 911 Expenditure Summary, the Account Activity Listing, and the Detailed Budget Report.

A motion to approve the expenditures, invoices, and bills as presented was made by Hayner.

Seconded by Kincaid.

Roll call vote:

Ayes: Velkover, Friedl, Henby, Schwarz, Kincaid, Marquardt, Hayner, and Mann

Nays: None.

### Report and Expense for PSSI User Group Conference November 17,-21, 2008

Velkover invited Mann to offer comments. Mann stated the conference was good; well attended by many agencies; that it was nice to talk to PSSI people, get their attention on our issues, and see what other users are doing and how they solved their problems; and that we visited the training facility at the main headquarters. Henby asked for any comparisons with other users. Mann responded that we are ahead of the game, yet there are many agencies that don't use it to its capacity—especially ICIS. Wendy Mann is staying on top of CAD, always making sure we have the latest version. We also stay on top of mobiles with PSSI to keep us up-to-date. We have received a lot of development work at no cost to us. Brad Lambert was excited about attending the conference and the whole process and felt it valuable as well. Velkover asked where the next conference would be; then thanked Mann and Lambert for their involvement on mobiles.

Mann also said that he brought a Tablet PC to the conference and we were *live* on our system everyday. If they talked about something, we recreated it right then and there. Giving it to Becky Stutts, she showed them what did or didn't happen on our own live system. It became on-the-spot troubleshooting—it was pretty phenomenal. A couple other agencies brought lap tops. Velkover stated that all our expenses fell in line with what was approved.

### NEXT Generation 911

Velkover requested that we need to start identifying/discussing this as a group and get comfortable in our direction.

Prior to our meeting, Velkover reviewed about a two and a half year research study performed by USDOT, Texas A&M, and a couple of PSAP's. APCO NENA, equipment vendors, other universities and PSAP's were also involved. They mocked up what Next Generation 911 might look like. They were using Onstar, telematics, text messaging, and video from cell phones, etc. Although they weren't doing live 911 calls, they simulated those all the way through trying to get some groundwork laid out. A couple of things were of interest, and there is a fifteen page report on the internet for you to review. Velkover anticipated more studies in the future. Velkover stated that sharing dialogue with the other area of PSAP's and where they are with Next Gen 911 would be valuable.

### Request from Al Marquardt to attend First Annual 9-1-1 GOES TO SPRINGFIELD, April 22, 2009, in Springfield, Illinois at a cost not to exceed \$200

Velkover stated the event is designed to make contact with our legislatures better. Marquardt provided a cost estimate of \$130, which included one overnight stay, with a cost not to exceed \$200.

Motion to approve Marquardt's attendance for a not-to-exceed cost of \$200 was presented by Friedl.

Seconded by Schwarz.

Roll Call Vote:

Ayes: Velkover, Friedl, Henby, Schwarz, Kincaid, Hayner, and Mann

Nays: None

Marquardt Abstained

### Articles and Information

*APCO International email regarding Video Relay Services and E9-1-1:* Marquardt stated that's a service provided to the hearing impaired to meet their emergency response needs more efficiently.

*Spoofing and Swatting Attacks: An Ongoing Menace to Emergency Services, Center for Problem-Oriented Policing:* This article talks mainly about prank calls, etc.

*Intrado-IPC Positron Deal Expected to Close This Quarter, Nov. 18, 2008, 10:04 A.M., By Donny Jackson:* The article talks about an overall consolidation of the entire 911 industry. Velkover wouldn't be surprised if there are only three or four players left after consolidation. From a competitive view, it's going to be important that there are a couple of viable players when Next Generation is widely deployed, but it's a large R&D effort..

The next meeting will be March 17, 2009. Chairman Velkover entertained a motion that the meeting be adjourned.

Motion to adjourn the meeting by Henby.

Seconded by Kincaid.

All Ayes: Motion Carried.